

OVERVIEW OF BUDGET

DEPARTMENT: REAL ESTATE SERVICES
DIRECTOR: DAVID H. SLAUGHTER

	2002-03				
	Appropriation	Revenue	Fund Balance	Local Cost	Staffing
Real Estate Services	2,263,523	1,546,921		716,602	28.0
Rents And Leases	1,053,739	341,241		712,498	0.0
Chino Agric Preserve	3,448,142	841,691	2,606,451		-
TOTAL	6,765,404	2,729,853	2,606,451	1,429,100	28.0

BUDGET UNIT: REAL ESTATE SERVICES (AAA RPR)

I. GENERAL PROGRAM STATEMENT

Real Estate Services provides for the administration of lease contracts; the negotiation of new lease contracts; and appraisal, acquisition, and relocation assistance for all county departments and agencies. Reimbursable services are also provided to SANBAG, State of California, and various cities throughout the county, upon request.

II. BUDGET & WORKLOAD HISTORY

	Actual 2000-01	Budget 2001-02	Actual 2001-02	Budget 2002-03
Total Appropriation	768,330	1,068,107	1,358,494	2,263,523
Total Revenue	429,684	549,250	946,310	1,546,921
Local Cost	338,646	518,857	412,184	716,602
Budgeted Staffing		26.0		28.0
<u>Workload Indicators</u>				
Total hours billed	43,196	42,183	48,853	44,000
Number of leases	186	216	216	230

III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

STAFFING CHANGES

Mid year Board actions approved 1.0 Director of Real Estate Services position and 1.0 Real Property Agent II position.

PROGRAM CHANGES

None.

REAL ESTATE SERVICES

GROUP: Internal Services
DEPARTMENT: Real Estate Services
FUND: General AAA RPR

FUNCTION: General
ACTIVITY: Property Management

	2001-02 Actuals	2001-02 Approved Budget	2002-03 Board Approved Base Budget	2002-03 Board Approved Changes to Base Budget	2002-03 Final Budget
Appropriations					
Salaries and Benefits	1,431,756	1,689,382	1,922,691	-	1,922,691
Services and Supplies	240,899	287,970	303,670	-	303,670
Central Computer	9,713	9,713	17,162	-	17,162
Structures & Imprmts	-	-	-	-	-
Equipment	-	10,000	-	-	-
Transfers	-	20,000	20,000	-	20,000
Total Exp Authority	1,682,368	2,017,065	2,263,523	-	2,263,523
Less:			-		-
Reimbursements	(323,874)	(948,958)	-	-	-
Total Appropriation	1,358,494	1,068,107	2,263,523	-	2,263,523
Revenue					
Use of Money & Prop	81,852	50,000	-	-	-
Current Services	864,458	499,250	1,546,921	-	1,546,921
Total Revenue	946,310	549,250	1,546,921	-	1,546,921
Local Cost	412,184	518,857	716,602	-	716,602
Budgeted Staffing		26.0	28.0	-	28.0

Total Changes in Board Approved Base Budget

Salaries and Benefits	233,309	MOU and retirement increases. Additional 2.0 FTE's authorized by mid year Board action - Director of Real Estate Services (October 30, 2001, Item #60) and Real Property Agent II (February 12, 2002, Item #51).
Services and Supplies	15,700	Inflation, risk management liabilities, EHAP, and 2% budget reduction.
Central Computer	7,449	
Equipment	(10,000)	Reduction due to one-time budget for fixed asset purchase in 2001-02.
Reimbursements	948,958	Decrease due to GASB 34 reclass.
Revenue	997,671	Increase due to GASB 34 reclass.
Total Appropriation Change	1,195,416	
Total Revenue Change	997,671	
Total Local Cost Change	197,745	
Total 2001-02 Appropriation	1,068,107	
Total 2001-02 Revenue	549,250	
Total 2001-02 Local Cost	518,857	
Total Base Budget Appropriation	2,263,523	
Total Base Budget Revenue	1,546,921	
Total Base Budget Local Cost	716,602	